

HIGHLANDS RECREATION DISTRICT BOARD MEETING

Tuesday, November 15, 2016

Attendants:

BOARD-

Pam Merkadeau (PM)
Sterling Sakai (SS)
Eric Olbekson (EO)

ABSENT - Hal Carroll (HC)

Michelle McNeil (MM) - arrived at 7:06pm

STAFF-

Brigitte Shearer
Portor Goltz, Counsel
Mike Koenig
Rebecca Hitchcock

CALL TO ORDER

The meeting was called to order at 7:01PM by Board Member PM

REVIEW AND APPROVAL OF THE MINUTES

Board Member EO made a motion, SS second, to approve the minutes of the October 11 Board meeting. The votes were as follows: EO: yes SS: yes MM: absent PM:yes HC:absent

INTRODUCTION OF GUESTS

Monika Peschke, HCA liaison

COMMUNICATIONS, ANNOUNCEMENTS & COMMENTS FROM THE AUDIENCE

None

MANAGER'S REPORT

A. Programming –

- a. Pool – See staff report.
- b. EEC – Program is doing well. Halloween and Parent Appreciation events were well-received. Holiday Tea will occur in December
- c. ASP – See staff report.
- d. Seasonal Programs/ Events – see staff report.
- e. Staff

B. Facilities & Grounds –

- a. The dome was installed successfully. Staff is looking into replacing the door frames in the future.
- b. Pool lockerroom floors were painted with a high grit paint. Mats have been removed.

- c. A new dome shed has been installed. This will better protect the dome and pool furniture being stored in their respective off-seasons.
- d. 2 more open space clearing days occurred. 5 more are scheduled.
- e. The new cleaning crew has begun and is getting up to speed. A deep clean will be scheduled for each area.
- f. The gym floor will be recoated during the week of Christmas.
- g. A new fire alarm panel has been installed in the social room.
- h. Solar options were evaluated, but aren't economically feasible yet

c. Administration –

- a. Open enrollment was completed successfully and smoothly
- b. The annual audit is underway
- c. The media vault was replaced as it was beginning to experience problems
- d. The website home page is being revised/ refreshed
- e. BSS was elected to the CAPRI Board of Trustees
- f. The CAPRI inspection occurred on November 2. It went very smoothly.
- g. The District will continue to monitor the election schedule changes other special districts are considering/ changing to.

COMMITTEE REPORTS

The Ad hoc GM Review committee: Board Member EO will distribute a blank GM review document to all Board Members. These will be completed and returned to MM by November 15. The closed session to discuss the review will be held at 6:30pm on December 13. The Regular meeting will begin at 7:15pm

FINANCIAL REPORT

The YTD financials were discussed. The Rec is at 33% of the budget.

UNFINISHED BUSINESS

- A. Discussion/ Motion to approve refunding of COP: After discussion, Board Member EO made a motion, SS second, to refund the COP through a public offering, pending review and approval of the contract. The votes were as follows: EO: yes SS: yes MM: absent PM:yes HC:absent. In addition, an ad hoc committee was formed to assist with the review process. Board Members PM and HC were appointed to this committee.
- B. Discussion regarding Q4 strategy session: The November 13 strategy session was cancelled. BSS provided an update on the geotech testing done to date. A new strategy session will be scheduled for January.

NEW BUSINESS

- A. UPCOMING MEETINGS: DECEMBER 13 (CLOSED SESSION 6:30PM, REGULAR MEETING 7:15PM); JANUARY 10

PAYMENT OF THE BILLS

Bills were passed for the Board's review and signatures. Board Member EO made a motion, SS second, to pay the bills. The votes were as follows: EO: yes SS: yes MM: absent PM:yes HC:absent

ADJOURNMENT

Board Member SS made a motion to adjourn the meeting (EO second) The motion passed unanimously. The meeting adjourned at 8:14pm

Respectfully submitted,
Brigitte Shearer
Board Secretary